



Special Vaccine Project Tally Sheet

(optional use)

Clinic Name																	Quarter / Year								
Age	Persons Receiving Fed/State Supplied Vaccines	DT	DTaP	DTaP/ Hep B/ IPV	DTaP/ Hib/ IPV	DTaP/ Hib	DTaP/ IPV	Flu	IPV	Hep A Ped	Hep A Adult	Hep B Ped	Hep B Adult	Hep B/ Hib	Hib	HPV	Meningococcal Conjugate	MMR	MMRV	Pneumococcal Conjugate	Pneumococcal Polysaccharide	Rotavirus	Td	Tdap	Varicella
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Instructions for Completing the *Optional Special Project Tally Sheet*

Each person receiving vaccine, through a Special Project, in the clinic should be accounted for on this form. This tally sheet compiles the information necessary to complete the *Quarterly Doses Administered Report*.

- Print the clinic name and the quarter / year of this information.
- Place a check mark in the appropriate age and eligibility status column. (One line per person.)
- Place a check mark in the column for each vaccine administered to the patient during the visit.
- Total all columns (Eligibility Status and Vaccines).
- Transfer the Totals to the Quarterly Doses Administered Report.

Tally Sheets are for provider's use only.

Do NOT return to the Utah VFC Program.